

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: L. Robert Kimball & Associates
 Region/Locality: Southeast Region
 Period: 26 December 2004 - 29 January 2005

Activity Report		
Task	Hours This Period	Comments
Active Tasks		
Acceptance Testing	9.50	
1. Phase I and II testing in Greenville County by nTelos (01/07/05).	8.00	Deployed.
2. nTelos routing sheet review.	1.50	
System Implementation Assistance	9.00	
1. Assisting Greenville County and City of Emporia with routing of wireless calls according to sector coverage. Contacted Plant Equipment technicians regarding data retrieval.	9.00	Could not extract data from MagIC as instructed by Plant Equipment tech. Will follow up with an engineer.
Map / CAD / GEO File Assessment & Assistance	15.75	
1. Assisted Greenville County with mapping system procurement: coordinated conference call with vendor, reviewed interface capabilities, reviewed Verizon/microDATA proposal, verified WSB funding, checked references provided by mapping vendors.	13.00	
2. Contacted MSAG Data Consultants to finish contract and schedule delivery and installation of mapping system for Surry County. Advised Surry County of status.	2.75	
Project Reporting / Status Review	8.00	
1. Prepared WSB monthly report.	6.00	
2. Advised PSAPs of changes to project management per January WSB meeting.	2.00	
Cost Recovery / True-up Assistance	9.25	
1. Assisted Greenville County and Surry County with mid-year funding request for mapping system procurement.	6.25	
2. Coordinated submission of late 2004 true-up with Sussex County.	3.00	
WSP / LEC Contact and Coordination	3.50	
1. Rescheduled nTelos testing for Greenville County (01/04/05)	1.00	
2. Contacted WSPs for status of remaining testing.	2.50	
Task	Hours This Period	Comments
Training Assistance	8.00	
1. Scheduled and conducted wireless training with Isle of Wight County.	7.00	
2. Contacted Surry County to try to schedule wireless training.	1.00	
TOTAL HOURS	63.00	